

2004 GOVERNOR'S INDUSTRIAL SAFETY AND HEALTH CONFERENCE

SPEAKER INFORMATION

Send your 3 page completed form by June 18, 2004 to:

Governor's Industrial Safety and Health Conference
Department of Labor and Industries
ATTN: Char Alexander
PO Box 44642
Olympia WA 98504-4642

Fax: (360) 902-5290
E-Mail: ALEN235@LNI.WA.GOV

We will use this information to describe you and your presentation in the conference program.
Please make sure we have your completed form by **June 18, 2004**, so we can give you proper credit.

Your Name:				Your Title:					
Company Name:									
Address:									
City:				State:			Zip:		
Phone:	()			Fax:	()				
E-Mail:									
Suggested Program Title:									

Biographical information for Program and Introduction:

Target Audience: ☐ Employee ☐ Safety and health professional
(Check all that apply) ☐ Supervisor/Foreman ☐ Consultant
☐ Person with collateral safety duty ☐ Government official
☐ Safety committee member

Presentation Level (Check One): ☐ Basic ☐ Intermediate

For purposes of our conference please use the following guidelines:

Basic: Will address fundamentals of the subject and be readily understood by people with limited background. Material should provide a conceptual overview of the subject matter and a broad focus on general concepts. These presentations are appropriate for an employee or supervisor/foreman who has little knowledge of workplace safety and health.

Intermediate: Will address specific areas of interest or concern. Material may require knowledge of fundamentals and industry specific terms. Material should have a fairly narrow focus on technical subjects and perhaps dwell more on application of a specific issue rather than a broad focus. Basics should be presumed and not reviewed.

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Using approximately 25-75 words, summarize your presentation for the printed conference program. Please give attendees an idea of the information they will receive from your presentation and why it should be important to them. *(See example below)*

[illegible]

EXAMPLE:

Citizens of the Pacific Northwest face the possibility of a number of different kinds of natural disasters. In this workshop, you will receive basic information on how to prepare yourself and your family to deal with these disasters and their aftermath. It includes a 29-minute video entitled "Perilous Beauty" showing the dangers of Mount Rainier.

Are you willing to provide a name and phone number that delegates can contact after the conference to receive additional information?

Yes ☐ **No** ☐

Will there be a question/answer time at the end of your presentation?

Yes ☐ **No** ☐

Please order your audio visual equipment on the attached form.

PLEASE NOTE:

In order to include your information in the program, and be able to guarantee equipment to fill your needs, we **MUST** receive this completed form by **JUNE 18, 2004.**

Overheads should be prepared in type fonts no smaller than 18 points – 24 and 36 points is preferable and should have no more than 15-20 words.

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